

# **INSPECTOR OF AUTOMOTIVE EQUIPMENT**

## **JOB ANALYSIS BACKGROUND INFORMATION**

**Date of Study:** January 18<sup>th</sup> – January 21<sup>st</sup> 2011

**Collective Bargaining Identification:** R12

**Job Analysis Conducted By:** Alison Torngren, Associate Personnel Analyst  
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**Number of Incumbents:** There are 3 incumbents in this classification  
per the State Controller's Office Filled/Vacant  
Position Report dated January 3, 2011.

## **STAFF SERVICES MANAGEMENT AUDITOR INFORMATION GATHERING**

The initial list of tasks and knowledges, skills & abilities statements were identified after conducting a literature review which consisted of:

- Previous job analyses
- Job duty statements
- Job class specifications
- Departmental history files